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CONSTITUTION
BY-LAWS AND RULES OF ORDER

OF

Pittitka Lodge
No. 13

Independent Order of
Odd Fellows



Under the Jurisdiction of the Grand Lodge of
British Columbia

LOCATED AT MERRITT, B. C.

Victoria Printing and Publishing Co., Victoria, B.C.

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CERTIFICATE OF MEMBERSHIP
Pittitko Lodge, No. 18, I.O.O.F., Merritt, B.C.



This is to Certify that

Bro.
..... was duly admitted a member of this Lodge
by on the
day of in the year of our Lord, 19.....

..... Noble Grand.
..... Recording Secretary.

CONSTITUTION
OF
Pittitko Lodge, No. 13
I. O. O. F.



PREAMBLE

For the purpose of effecting uniformity in the administration of the privileges, honors and benefits of Oddfellowship within this jurisdiction, the Grand Lodge of the Independent Order of Odd Fellows of the Province of British Columbia ordains the following Constitution of Subordinate Lodges under its jurisdiction.

ARTICLE I.

Name, Etc.

Section 1. This Lodge shall consist of at least five members of the Third Degree, including one qualified to preside at its meetings, to be hailed and entitled "Pittitko" Lodge, No. 13, Independent Order of Odd Fellows holding a legal and unreclaimed charter, granted or sanctioned by the Grand Lodge of the Independent Order of Odd Fellows of the Province

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of British Columbia. It cannot voluntarily surrender its charter, or dissolve, so long as five brothers in good standing object thereto.

ARTICLE II.

Of Membership

Section 1. All candidates for initiation must be free white males, of the age of twenty-one years and upwards, of sound health, of good moral character and industrious habits, having some known reputable means of support, and believe in the existence of a Supreme Being, the Creator and Preserver of the Universe, and is not a hotelkeeper licensed to sell intoxicating liquors, a saloonkeeper, a bartender, or a professional gambler, and be proposed in the lodge nearest his residence, except that lodge grant permission for his joining another lodge: Provided, that application for membership may be made to any lodge nearest the residence of the applicant, in the same district. A person may be admitted to any lodge in the city or village in which he resides; but all candidates for initiation must reside in this jurisdiction, except such candidates as may apply from any other Province, State or Territories, where there is no Grand Lodge or District Deputy Grand Sire located, or permission be first

Article 1 - Section 1A.

- The terms of office for this Lodge shall
1. be from January 1st to December 31st of each year, with two months holiday in the summer-July and August.
Nominations for elective offices shall
 2. be held on the two meetings immediately preceding that of the regular election, except when the nominees for an office all decline.
Officers shall be elected at the last
 3. regular meeting in October of each year, and shall be installed at the first regular meeting in January of each year, unless otherwise provided as per Section 7 of Article V, Constitution.

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obtained from the officers of the jurisdiction in which the candidate resides.

Sec. 2. All candidates for membership by deposit of card, or certificate of dismissal, or as Ancient Odd Fellows, shall deposit their cards or certificates with their proposition, or furnish satisfactory evidence that such card or certificate has been lost. In the case of the application of a brother who, within six months previous to such application, has been a member of a lodge which has merged into or united with this lodge, the vote necessary to receive shall be a majority vote.

Sec. 3. No suspended or expelled member of the Order can be admitted to membership in this lodge, except on a dismissal certificate, or on being reinstated, and receiving a withdrawal card from the lodge which suspended or expelled him, or from the Grand Secretary, as prescribed by law, and this lodge shall not admit to membership any member of an expelled lodge without permission of the Grand Lodge of British Columbia.

Sec. 4. A non-affiliated Odd Fellow who has been regularly initiated in the Order, and has retained membership in the Order for at least five consecutive years, and who

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at the time of making application for reinstatement to membership shall be over 50 years of age, may be admitted to membership in this lodge as a non-beneficial member, upon such terms as the by-laws may prescribe, by presenting a petition as required under Section 1, Article III., for proposals for membership by initiation, which shall be disposed of according to said section.

The membership of a brother admitted by deposit of card, or as a non-affiliate, shall date from the time of his signing the Constitution and By-laws of the lodge he joins.

Sec. 5. When an application for membership is received from a person residing nearer to another lodge than to the one to which the application is made, the lodge receiving such application shall communicate the fact to the lodge nearest the residence of such applicant and shall enquire whether such person is a fit and proper person to be admitted into our Order, and if in the same district, shall also ask the consent of such lodge to receive and act upon such application; and it shall take no further action upon such application until an answer is received to such communication. The lodge receiving such communication shall appoint a committee of three to investigate the

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character, standing and health of the petitioner, in the same manner as if the application were made directly to such lodge. Such committee shall report at the next regular meeting of the lodge, and a certified copy of the report, together with a certified copy of the minutes showing the action of the lodge upon the request for consent to receive and act upon the application (if such consent was necessary) shall be forthwith forwarded to the lodge in which such application is filed, and said last named lodge may then proceed upon such application as in other cases, except that, if it be a case where the consent of the other lodge is necessary, and that consent be refused, the petitioner's money (if any has been paid) shall be returned, and no further action shall be had in the premises.

Sec. 6. Every applicant for membership must furnish a certificate of good health from a qualified medical practitioner before being balloted for.

Sec. 7. After a brother has become sixty years of age, and has been a contributing member for twenty-five consecutive years, his name shall not be dropped from the roll by virtue of his being more than one year in arrears for non-payment of dues, but he shall be retained

as a non-beneficial member and as such shall be entitled to the pass-word and fellowship of Lodges. Such non-beneficial member shall have all the privileges of active members, except benefits. They cannot be required to pay dues, and Subordinate Lodges shall not be compelled to pay per capita tax on them. Such non-beneficial members may be reinstated in the manner provided for the reinstatement of dropped members by the Constitution and By-laws of the Lodge.

Sec. 8.—A member of the Order in possession of an Official Certificate or Visiting Card changing his residence from the Territorial Jurisdiction of his Lodge to the Territorial Jurisdiction of another, and desiring to unite with a Lodge at his new place of residence, upon making application for membership, accompanied by his Official Certificate or Visiting Card, showing his dues paid in advance and being elected as provided by local law, upon notice being sent by the Secretary to his Lodge, said Lodge shall, unless charges are pending against him, without ballot and upon the payment of a fee of 25 cents, issue a Transfer Certificate and send the same at once to the Secretary sending for the same, and upon receipt of the Transfer Certificate, the member shall be entitled to sign the Constitu-

tion and become a member of his new Lodge without the payment of any admission fee; provided, that if a physician's certificate is required he must pay the expense of the same.

The Secretary shall immediately report to the Secretary of the Lodge issuing the Transfer Certificate the date of signing the Constitution of the new Lodge and he shall make a record thereof, and the old Lodge shall immediately refund to the member all dues paid in advance of the date of signing the Constitution of the new Lodge.

The issuing of a Transfer Certificate shall sever membership in the Lodge issuing it; provided that if the member becomes sick or disabled, or should die before the date to which his dues are paid and before completing his membership by signing the Constitution of his new Lodge, then said Transfer Certificate shall be cancelled and returned to the Lodge issuing the same and said member shall retain his beneficial standing in his old Lodge the same as though the Transfer Certificate had not been issued.

If a member fails to sign the Constitution of the new Lodge within three months after the date of his election, the Transfer Certificate shall be cancelled and returned to the

Lodge issuing the same and the member shall hold the same standing in his own Lodge as though the Transfer Certificate had not been issued.

ARTICLE III.

Of Propositions for Membership

Section 1. The name of a person offered for membership, by Initiation, Transfer Certificate or Deposit of Card, with his age, residence and occupation, must be proposed by a member in writing, signed by the applicant with the names of two persons as references attached and entered upon the record; and forthwith be referred to a committee of three members for investigation, who shall report at the next succeeding regular meeting (unless extraordinary circumstances prevent), when the candidate may be balloted for with ball ballots, and, if no more than two black balls appear, the candidate shall be declared elected; but if three or more appear, he shall be deemed rejected.

Sec. 2. No reconsideration of an unfavorable ballot can be had unless all the brothers who may cast black balls against an applicant for membership voluntarily make a motion for a reconsideration of the ballot, and never more than one motion for the reconsideration in the same case shall be allowed: and in such case

the vote on the reconsideration shall be taken by ball ballots, and, if the balls be cast in favor of it, the reconsideration shall be had; whereupon the application shall lie over until the succeeding meeting when another ballot shall be had with ball ballots, and, if the same be unanimously in favor of the applicant, he shall thereby be elected; but if one or more black balls appear in either ballot, the applicant shall be rejected. Provided, always, that such reconsideration shall be had within the four meeting nights next succeeding the rejection.

If a person has been irregularly elected through fraud or error (and by the word "irregularly" illegally or fraudulently is meant) a majority of the Lodge can, previously to the applicant's initiation, order a new ballot.

In all cases where a candidate for membership has been elected, but subsequent to his election and prior to his initiation the Lodge shall become satisfied that he is unworthy, it shall be competent for the Lodge to annul such election and declare it void by a majority of two-thirds of the members present, in which case a fresh ballot shall be taken.

Sec. 3. If it is alleged that an error has been made in depositing black balls at the balloting for a candidate for membership, the Lodge

may immediately thereafter take a second ballot in order to verify the alleged error.

Sec. 4. Every member shall sign the Constitution and By-laws of this Lodge on his admission thereto.

Sec. 5. When a candidate for initiation has been rejected, notice thereof shall be sent without delay to the Grand Secretary, and he cannot be proposed again in any lodge for the space of one year after such rejection. All other applications for membership may be renewed at any time.

Sec. 6. A proposition can be withdrawn after being referred to a committee, and before the report of the committee has been read to the lodge, but not afterwards.

Sec. 7. If any person shall gain admittance to any lodge upon a petition containing any false representation, he shall be expelled.

ARTICLE IV.

Of Fees, Dues and Benefits

Section 1. The fees of this lodge shall not be less than ten dollars for initiation; five dollars for admission by Withdrawal Card; ten dollars for an Ancient Odd Fellow, or by deposit of a Dismissal Certificate; three dollars

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each for first and second degree, and four dollars for the third degree to the Lodge Fund, and such amount of dues to the Lodge Fund as shall be determined by the By-laws, which shall in no case be less than \$12 per year, in addition to which the Lodge may by its By-laws provide for a Widows', Orphans' and Education Fund, and Nurse and Funeral Tax, and for extraordinary assessments for Lodge purposes. Lodges may make provision in their By-laws to set aside 5 per cent. of their receipts from Dues to form a Contingent Fund to be used for the payment of necessary and proper obligations which every Lodge must meet, and for which purpose a Subordinate Lodge under existing laws cannot expend its funds; Provided, that Lodges whose receipts from rents and interest on invested funds equals or exceeds its receipts from dues may at the end of each term set aside Five per cent. of these receipts to the Contingent Fund. Lodges may assess their members to meet any assessment levied by the Grand Lodge for the purpose of building, repairing and maintaining Homes for aged and indigent Odd Fellows and Widows of deceased members of the Order and for the care, protection and education of Orphans of deceased Odd Fellows; or they may pay such assessments from the funds of the Lodge.

Provided further, that Lodges whose dues are not less than \$2 per month and whose sick benefits do not exceed \$10 per week may set aside 10 per cent of the amount received for dues to the Contingent Fund.

Sec. 2. Every member qualified, as required by the By-laws of his Lodge, shall in case of being disabled by sickness or bodily accident (not occasioned by drunkenness or other immoral conduct on his part) from following any occupation, or otherwise earning a livelihood, be entitled to and may receive such weekly benefits as may be fixed by By-law, from the funds of the Lodge; Provided, always, that such benefits shall not exceed the rate of ten dollars per week for each dollar of monthly contribution, and provided, always, that no Lodge shall continue to pay the above rate of benefits for a longer period than six months' continuous sickness, after which time it shall not exceed the sum of seven dollars and fifty cents for each dollar of monthly contribution, and further that after the expiration of twelve months' continuous sickness no lodge shall pay greater benefits than at the rate of five dollars per week for each dollar of monthly contribution. For members not having the Scarlet Degree the benefit shall not exceed the rate of

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six dollars per week for the first six months, four dollars and fifty cents per week for the next six months, and after which three dollars per week during term of sickness, for each dollar monthly contribution. No Lodge shall pay less than two dollars per week as sick benefits for the first twelve months' continuous sickness. Lodges may by By-law limit the payment of sick benefits to fifty-two continuous weeks for the same sickness.

Lodges may provide by By-law that no benefits shall be paid to members for the first one week or two weeks' sickness, nor to any but Scarlet Degree members.

In all cases where a sick member has received benefit and by reason of the recovery of his health ceased to be entitled to benefits, if he fall sick again within six months from the date of his ceasing to receive benefits, such sickness shall be considered as a continuation of his previous sickness, and he shall be placed in the same position as when he ceased to receive benefits, but if six months shall have elapsed from the date of his restoration and he fall sick he shall be entitled to receive full benefits.

Sec. 3. All fines and assessments of any nature shall, at the end of each term (June 30th

and December 31st, respectively), be charged as dues against a Brother.

Sec. 4. When any member's account shows an indebtedness of thirteen weeks' dues, the brother shall not be entitled to benefits, and the Secretary shall notify the Brother of the fact without delay.

Sec. 5. In case of the death of a member, qualified as required by the By-laws of his Lodge, there shall be allowed from the Lodge not less than thirty dollars to defray the expenses of the burial, to be paid by the N. G. on account of the funeral. In the absence of competent relations, the N. G. shall take charge of the funeral, and render an account of the disbursements. Where no expense has been incurred in the funeral of a member or where the expense of the funeral is borne by the Government, no appropriation from the funds of the Lodge shall be made for this purpose.

Sec. 6. The funeral expenses and sick benefits shall be regulated by the By-laws of the Lodge, and all orders drawn for the above shall be by vote of the Lodge.

Sec. 7. Lodges may provide by By-law to employ a Physician to attend members in good standing when sick and furnish them with

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medicine, and pay a stipulated sum per annum for such services out of the funds.

Sec. 8. Lodges may by By-law fix the time after admission at which a member shall become entitled to benefits, but a member admitted on an unexpired Withdrawal Card shall be entitled to benefits upon his admission to membership after signing the Constitution and By-laws.

Sec. 9. Any Subordinate Lodge of this jurisdiction may enact a By-law providing that any member of this Lodge residing within a radius of two miles of this Lodge failing to visit his Lodge at least once in every three months, may be fined the sum of one dollar for each three months of continuous absence, the same to be charged at the end of each term as dues. Sickness of self or family, or absence from the locality of the Lodge, shall be deemed sufficient excuse and therefore not liable to the fine. Lodges shall furnish a suitable register for members' signatures, which shall be in charge of the O. G.

ARTICLE V.

Of Degrees.

Section 1. A member who has been in membership one week, may make application for

election to any or all of the three subordinate Degrees, which application shall be accompanied with the amount required therefor, and be presented to the Lodge, when open in that order of business, when the Lodge shall ballot upon the application, and if not more than two black balls be cast he shall be declared elected, if he be rejected no application shall be again received from him within three months thereafter. The Lodge may ballot for the three Degrees at one time when under that Order of Business, or under the Order of New Business, but shall not confer more than one Degree on a member at the same meeting, except in case of emergency; when by a two-thirds vote of the members present, the three Degrees may be conferred at the same meeting.

Each Lodge shall confer the Degree on its members except in case of absence from the city, in which case the Brother shall be furnished with a certificate under seal, signed by the Noble Grand and attested by the Secretary, authorizing another Lodge to confer the same, providing the same is done without charge.

All candidates for Degrees shall be required to pass a satisfactory examination in the secret work and obligation of the preceding Degree

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before being advanced to the next higher Degree.

Sec. 2. All business other than conferring the degrees shall be conducted in the Third Degree.

ARTICLE VI.

Of Officers.

Section 1. The elective officers of this Lodge shall consist of a Noble Grand, Vice Grand, Secretary and Treasurer, who shall serve a regular term each, and the Lodge may elect a Secretary, Treasurer, and Financial Secretary for the same time, or for one year, to take charge of the accounts between the Lodge and its members. Lodges may provide by by-law for the election of Trustees, whose duty it shall be to manage, invest and control the money, property and effects of the Lodge in such manner as the Lodge may direct, and may define their duties and prescribe their terms of office. Provided that no elective officer of the Lodge shall be eligible to the office of Trustee.

Sec. 2. The appointed officers shall consist of a W., Conductor, O.G., I.G., Chaplain, R.S., to N.G., L.S. to N.G., R.S. to V.G., J.S. to

V.G., and R and L.S.S., who shall each serve a regular term.

Sec. 3. No member shall be installed as Noble Grand unless he has served a term as Vice Grand, or the last of a term to fill a vacancy, nor as Vice Grand, unless he has served a term in an inferior office, other than Trustee. Service in office, whether elected or appointed, is qualifying in any other Lodge as well as in this Lodge, providing a Brother has a certificate to that effect under seal of a Lodge in good standing; Provided, that any Third Degree member may be elected, if all qualified Brothers refuse to serve, and a dispensation being granted by the Grand Master or District Deputy Grand Master previous to election.

Sec. 4. All elective officers, Warden, Outside Guardian and Inside Guardian, shall be clear of all pecuniary charges on the books, and have attained the Third Degree previous to installation, and all elective officers shall be eligible for re-election.

Sec. 5. Nominations for elective officers shall be made only on the two meetings immediately preceding that of the regular election, except when the nominees for an office all decline.

Sec. 6. Officers shall be elected at the last

regular meeting in May and November of each year, and be installed at the first regular meeting in the new term: Provided, the installing officer be present; if absent, the Lodge may, by vote, defer it for one week, or call a special meeting for the purpose, at the request of the District Deputy Grand Master. No member shall be elected to fill more than one elective office at the same time; except the Recording Secretary, who may also act as Financial Secretary.

Sec. 6A. All officers handling Lodge funds must be bonded in such sums as the Lodge shall determine and shall receive their bonds through the Grand Lodge of British Columbia. The minimum amounts of the bond shall be as follows: Financial Secretary and Trustee, \$100; Treasurer, \$200; and before any officer can be installed the receipt for the premium of his bond must be produced to the installing officer for his inspection.

Sec. 7. Any officer absenting himself from the Lodge for three successive meetings, except in case of sickness, or any officer, for misconduct or neglect as such, may be removed by a vote of two-thirds of the members voting at the next meeting, after a resolution therefor has been offered to the Lodge.

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Sec. 8. Vacancies in any elective office may be filled by the Lodge, by nomination and election, at the next regular meeting after nomination; and until so filled the Noble Grand shall appoint a member to the office pro tem.

Sec. 9. The duties of the various officers shall be as laid down in the charges of office and as specified by this Constitution and the By-laws of the Lodge.

Sec. 10. The Noble Grand, or officer acting as such, shall appoint the majority, the Vice Grand, or officer acting as such, the minority of all committees on candidates.

Sec. 11. The Lodge, at the first regular meeting in May, in each year, shall elect one representative to the Grand Lodge for its members of one hundred or under, also one additional Representative if its membership shall amount to one hundred and one or over in good standing, as shown by its report on the 31st day of December of the previous year; no Lodge shall be entitled to more than two Representatives. Each Lodge shall at the same time elect an alternate for each representative elected, and in case a representative shall be unable to attend the session of the Grand Lodge, then the alternate receiving the highest number of votes may attend in his

place and have all the powers and privileges of a representative.

Sec. 12. This Lodge may join with other Lodges located in the same city in organizing a General Relief Committee for the purpose of visiting and relieving sick sojourning brothers belonging to other Lodges and paying such benefits as may be authorized by the sick member's Lodge, and may contribute towards the necessary and legitimate expenses of such committee.

Such committee may raise funds to enable it to carry out its work by any legitimate means, provided that a Dispensation for the same be first obtained from the Grand Master.

All such committees must furnish the Grand Secretary annually with reports of their proceedings, viz., number of brothers relieved, amount paid for relief, amount paid for management expenses, total amount of receipts.

ARTICLE VII.

Of Penalties and Trials.

Section 1.—Clause 1. Any member neglecting or refusing to make payment of his dues or demands against him to the Lodge, according to its By-laws, for the space of eleven months. shall be notified by the Lodge in

writing of the state of his account, and if after one month his account still remains unsettled, he may be suspended from membership; Provided, that no person shall be so suspended until after the fact of his dues being in arrears and unpaid for twelve months shall have been announced in open Lodge at two regular meetings; and provided further, that no person shall cease to be a member under this section, whilst charges are pending against him; Provided that in case of absence of a Brother at a distance of fifty miles from his Lodge, two months' additional time shall be allowed him to pay his indebtedness.

Clause 2. Any member suspended from membership for non-payment of dues, may be reinstated in the Lodge from which he was suspended within one year thereafter, by paying the amount of one year's dues and by receiving a vote of two-thirds of the members present, the vote being taken by ball or paper ballot—a motion to that effect having been laid over one week; but after one year he may be reinstated upon the payment of the fee charged for an initiate of the same age, as provided by the By-laws, or such lesser sums as may be fixed by the By-laws of the Lodge to which such application is made: Provided, such sum be not less than the amount of one year's dues

of the said Lodge; and he shall petition the Lodge in writing to be reinstated, which shall be disposed of, in all respects, as provided for in Article III., Section 1, for petitions for membership by initiation. A member who has been suspended from membership for non-payment of dues and has been reinstated shall not be entitled to benefits for six months from the date of reinstatement.

Clause 3. (a) A member suspended from membership for non-payment of dues, and who makes application for reinstatement and for a Withdrawal Card for the purpose of uniting with another Lodge in this jurisdiction, may be reinstated and granted a Withdrawal Card at any time within five years from the date of suspension, upon the payment of one year's dues, and the usual price of a card.

(b) A member suspended from membership in this jurisdiction for non-payment of dues, upon proper application and the payment of one dollar, may, at the discretion of the Lodge by a majority vote of the members present, be granted a Dismissal Certificate to enable him to join a Lodge in this jurisdiction within five years from the date of suspension.

Clause 4. A member after being suspended in this jurisdiction for non-payment of dues for

the space of five years, wishing to join a Lodge in this jurisdiction, shall be entitled to receive, and the Lodge shall grant him, upon proper application, a dismissal certificate, upon the receipt of one dollar.

Clause 5. A member suspended from membership in this jurisdiction for non-payment of dues, wishing to regain membership in another jurisdiction, shall, upon proper application, be entitled to receive from the Lodge from which he was so suspended a dismissal certificate, upon the payment to said Lodge of one dollar.

Clause 6. In all cases when a member has been suspended for non-payment of dues, and his Lodge has refused to reinstate him, he shall, upon a proper application, be entitled to receive, and the Lodge shall grant a dismissal certificate, upon the receipt therefor of one dollar.

Clause 7. Dismissal certificates may be received from the holders thereof on application for membership in Subordinate Lodges, in the same manner, and with the same effect as Withdrawal Cards; and applications made on such certificates shall be received and acted on in like manner as upon Withdrawal Cards; but the holders of such certificates shall in no case be allowed to visit thereon.

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Clause 8. The certificates named in this section shall be only those provided by the Grand Secretary of the Sovereign Grand Lodge. All applications for Withdrawal Cards or Dismissal Certificates must be made in writing over the signature of the Brother applying for the same.

Sec. 2. Any member who shall violate any of the principles of the Order, or offend against the Constitution, By-laws, or Rules of Order of this Lodge, shall be fined, reprimanded, suspended, or expelled, as the By-laws may direct, or the Lodge determine. But he shall be entitled to a fair trial in accordance with the following Code of Procedure.

Sec. 3. No officer shall preside when his trial is taking place in the Lodge.

Sec. 4. All suspensions (as a means of punishment) must be for a definite period, not exceeding one year. At the end of the term of punishment, the Brother shall return to his rank in the Lodge without further action. A Brother who has been legally expelled, shall not be again admitted to membership without the consent of the Grand Master.

Sec. 5. All trials arising under the provisions of this Article shall be conducted substantially according to the following

CONSTITUTION CODE OF PROCEDURE

Section I.

Rule 1.—All charges against members of the Order in this jurisdiction made pursuant to the provisions of Article VII. of this Constitution shall be drawn in the manner prescribed in Form I, Section V., of this Code, and be signed by a member in good standing. The general charge shall be an averment of "Conduct unbecoming an Odd Fellow," followed by a specification or specifications stating the time, place and circumstances of the offence; and each offence shall be the subject of a separate specification.

Rule 2.—The charges and specifications shall be presented and read to the Lodge at a regular session, when open in the Order of "New Business" and shall be entered in full on the records.

Rule 3.—The Lodge shall, immediately after the reading of the charge, if the accused Brother be present, proceed to the choice, by ballot, of a Committee of Trial, consisting of five, who must, if possible, have the same or a higher degree than that attained by the accused. Any member nominated as one of the Committee of Trial may be challenged for cause by the accused, accuser or any mem-

ber of the Lodge, in which case the Lodge shall proceed to the election of the members against whom no challenge has been made. The grounds of challenge or challenges shall then be stated, when the vote shall be taken, and if two-thirds of those voting shall vote in favor of the challenged brother, he shall be declared elected. Should such brother fail to be elected new nominations must be made and proceedings had until the committee is filled. Should the accused Brother be absent the choice of the committee shall be postponed for two weeks, and the Secretary of the Lodge shall notify the absent Brother of the fact that charges have been preferred against him, and of the time when the committee is to be appointed; and should the Brother fail to appear at the time aforesaid, he shall be deemed to have waived his right of challenge, and the Lodge shall proceed to the choice of the committee as herein provided.

Rule 4.—The Secretary shall make a copy of the charge and specifications, affix thereto the seal of the Lodge, and certify it substantially according to Form 2, Section V. of the Code, and serve or cause the same to be served upon the accused. He shall also certify, under seal, the original charge and specifications; and deliver the same to the first named member of

the committee according to Form 3, Section V. of the Code, and shall notify each member thereof of his appointment, according to Form 4, Section V.

Rule 5.—The first named member of said committee shall, within one week after receiving notice of his appointment, call a meeting of the committee for organization when a chairman and secretary shall be elected, and a suitable time and place be appointed for an adjourned meeting which shall not be held in less than two weeks, at which the accuser and accused shall be notified to appear and proceed with the trial. The notice shall be in accordance with Form 5, Section V., of this Code, and must be served upon the parties personally, if they can be found, otherwise by leaving the same at their last known place of residence, if in the town or city where the Lodge is located, at least one week prior to the time of trial. If the accused resides out of town, the notice shall be directed to his last known place of residence and left at the post office, and if the Brother so notified shall not appear at the time specified or offer satisfactory reasons therefor, the committee shall proceed as if he were present, or they may report by resolution, to expel the member so refusing to appear, for contempt of the Lodge.

Rule 6.—At the time specified for the trial, the accuser and accused being present and answering, the charge and specifications shall be read, and the accused be required to make answer to each specification contained in the charge. Should the accused object to a specification on the ground of indefiniteness, the accuser shall have leave to amend, provided such amendment be made immediately. The accused may then plead to each specification either of the following answers:

1. That the alleged offence is not within the legal jurisdiction of the Lodge.
2. That the complaint contained in the specification is frivolous.
3. Admit the facts stated and justify the alleged offence.
4. Guilty.
5. Not guilty.

Rule 7.—The report of the committee shall state the findings on each specification and on the charge according to Form 6, Section V., of the Code, and shall be accompanied by an accurate record of their proceedings, rulings and decisions, together with the evidence taken during the trial, and a resolution or resolutions for adoption by the Lodge, which shall be submitted to the Lodge within one month

after the case has been submitted to them. Should there be a minority report, it shall be drawn and presented in a similar manner.

Rule 8.—The report of the committee shall be received and entered in full in the records, without discussion, and laid over for action at the second regular session thereafter. The Secretary shall immediately transmit to the accuser and accused a copy of the report or reports, and also notify them of the time when the same will be acted upon, in the manner prescribed in Rule 5. At the time fixed upon to consider the report the Lodge may proceed to consider and determine the matter, whether the accused Brother be present or not, and in all cases involving the suspension or expulsion of a member, it shall require a vote of two-thirds of the members present to adopt the resolution, the vote to be taken by ball or paper ballot, and the Lodge shall be fully competent, while such motion is under consideration, to vary the penalty from the original motion. Either party may object to any of the rulings and decisions of the committee, when the Lodge shall take up the report for consideration.

Rule 9.—At the regular meeting of the Lodge two weeks after the report of the committee, the case shall be taken up; the findings, rulings

and resolution of the committee read and considered, and all testimony, if any, bearing thereon; and the Lodge shall, by vote, adopt or reject the resolutions which may be submitted by the committee, subject to the provisions of Rule 8.

Rule 10.—When the Lodge shall have taken final action as aforesaid, the Secretary shall at once give notice thereof, under seal, to the party against whom the decision is rendered, by delivering the same to him personally, or by leaving it at his last known place of residence, or forwarding to him by mail, from which decision he may appeal to the Grand Lodge of British Columbia within two weeks after the service of such notice, by filing with the Secretary a written notice of such appeal and the grounds thereof according to Form 7, Section 5, of the Code, and also by serving notice of appeal upon the Grand Secretary, according to Form 8, Section V.

Section II—Rules Governing Committees

Rule 1.—Three members of a Committee of Trial shall constitute a quorum and be competent to proceed with the preliminary trial. All questions requiring a decision of the committee shall be determined by a majority of those present.

Rule 2.—When the accuser or accused shall notify the Chairman of the Committee of Trial in writing that he requires the presence of a member of the Order as a witness, the Chairman shall endorse such notice, stating the time and place of meeting, and transmit it to the Noble Grand of the Lodge of which such witness is a member, who shall immediately cause the member (or members) named, to be summoned to attend as a witness according to Form 9, Section V., of the Code.

Rule 3.—The committee shall keep correct minutes of the proceedings which must show:

1. The date and place of each meeting, and the parties present.
2. The charges and specifications and answers or pleas of the accused.
3. All points raised and the decisions thereon.
4. The exceptions taken by either party.
5. Parol evidence in full, subscribed by the witness.
6. Documentary evidence distinctly marked.
7. Decisions of the committee upon each specification and charge.

Rule 4.—The report must be signed by at least three members of the committee.

Section III.—Evidence and Witnesses

Rule 1.—The evidence competent to be admitted before the Committee of Trial shall be: (1) Testimony of witnesses, who shall appear before the committee; (2) Depositions; (3) Records of Lodge; (4) Documentary evidence, etc. The committee shall determine the admissibility of the evidence offered, subject to exceptions by either party; the exceptions so taken shall be entered by the committee upon its minutes.

Rule 2.—After the direct and cross-examination of a witness has been concluded, the witness shall not be further examined or recalled except to explain evidence given on his original examination, or by consent of the opposing party.

Rule 3.—Extracts from the records of a Lodge shall be authenticated by the Secretary, under seal. No Lodge shall be allowed to challenge its records, or extracts taken therefrom, when duly authenticated.

Rule 4.—Members of the Order shall qualify under their obligations as Odd Fellows, according to Form 12, Section V., of the Code; witnesses, not members, shall be qualified by some civil officers authorized to administer oaths.

Rule 5.—Depositions of absent witnesses shall be procured in the manner prescribed by the Sovereign Grand Lodge of the I. O. O. F., Journal of 1857, pp. 2738, 3774; Journal of 1858, pp. 2909, 2926.

Rule 6.—The attendance of a person as a witness who is not a member of the Order, must be procured by the party desiring him.

Rule 7.—After the evidence of the accused shall have been put in, the prosecution may introduce testimony in rebuttal of the witnesses for the defence, but for no other purpose.

Section IV.—Appeals.

Rule 1.—All appeals by Subordinate Lodges, or their members, shall be presented within twenty days from the action of the Lodge appealed from, with all papers properly certified, to the Grand Secretary of the Grand Lodge of British Columbia; and no appeal will be considered unless such course is taken.

Rule 2.—The lodge shall, within twenty days after the reception of a notice of appeal to the Grand Lodge, through its Secretary deliver to the Grand Secretary, under seal, a certified copy of the charge, minutes of the Committee of Trial, and also of the records of the Lodge relating to the subject matter of the appeal;

and the original testimony taken at the trial, according to Form 10, Section V., of the Code.

Rule 3.—Should the Lodge fail to make the above return, the Grand Secretary shall notify the Lodge of such failure, and direct the return to be made within ten days from the receipt of the notice according to Form 11, Section V., of the Code, and if default be made, he shall report the Lodge to the Grand Master as insubordinate.

Rule 4.—The Grand Secretary shall at the time required by law present the appeal together with all the papers in the case received by him, to the Chairman of the Committee on Appeals of the Grand Lodge.

Rule 5.—When an appeal shall finally be decided by the Grand Lodge, the Grand Secretary shall, within one month after such decision, notify the Lodge and the appellant thereof. The record in appeals from a Subordinate Lodge need not be printed.

Section V.

Form 1.—Charge and Specifications

.....19.....

To.....Lodge, No....., I.O.O.F.

The undersigned, a member of.....Lodge,
No..... I.O.O.F., does hereby charge Brother

CONSTITUTION

....., of said Lodge, with Conduct Unbecoming an Odd Fellow, and the grounds of this charge are more particularly set forth in the following specifications, to wit:

Specifications first—The above named..... in violation of the laws of the Order, did on or about the.....day of....., 19..... (here state the offence, place and other circumstances, and continue with specification second, etc., as provided in Rule 1, Section I.)

Fraternally submitted,

(Signed).....

Form 2.—Notice to the Accused

.....Lodge, No.....I.O.O.F.
.....19.....

Brother.....

Enclosed in this notice I transmit a copy of charge and specifications preferred against you by..... of.....Lodge, No..... The same were referred to a Committee of Trial, consisting of (give names). The officers of said committee will notify you of the time and place to appear for answer.

Fraternally,

[Seal]

.....Secretary

CONSTITUTION

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Form 3.—Notice to Temporary Chairman of Committee to Try Charges.

.....Lodge, No....., I.O.O.F.
.....19.....

Brother.....

The members named below were this evening appointed a Committee of Trial on the charge and specifications preferred by..... against..... As the temporary chairman of such committee, you will, within one week after receiving this notice, call a meeting of said committee for organization. The committee consists of Brothers (give names).

Fraternally,

[Seal] Secretary.

Form 4.—Notice to Members of Committees.

.....Lodge, No....., I.O.O.F.
.....19.....

Brother.....

You were this evening appointed as one of the Committee of Trial on the charge and specifications preferred by..... against..... Brother....., the temporary chairman of the committee, will

CONSTITUTION

notify you of the time and place of the meeting
of the committee for organization.

Fraternally,

[Seal] Secretary.

**Form 5.—Notice to Accuser and Accused to
Attend Meeting of Committee**

.....19.....

Brother.....

The Committee of Trial on the charge and
specifications preferred by.....
against..... will meet (give time
and place), to hear and decide the case. You
are hereby notified to be present and (sustain
or defend) the same.

Fraternally,

.....Chairman.

.....Secretary.

Form 6.—Report of Committee of Trial.

.....19.....

To..... Lodge, No....., I.O.O.F.

The undersigned, a (majority or minority)
of the committee to investigate the charge and
specifications preferred by.....
against..... respectfully report:

That after hearing the parties, they find (state finding on each specification and the charge, as required by Rule 7, Section 1.) The minutes of the doings of the committee, a copy of the evidence taken, and papers pertaining to the trial, are herewith placed in the custody of the Secretary of the Lodge.

Fraternally submitted,

(Signed by Committee.)

Form 7.—Notice of Appeal to the Grand Lodge of British Columbia.

To..... Lodge, No....., I.O.O.F.

The undersigned hereby gives notice that he appeals to the Grand Lodge of British Columbia, I.O.O.F., from the action of the Lodge in the matter of Charge and Specifications preferred by.....against.....

This appeal is taken on the ground of (here state the grounds of the appeal.)

Fraternally,

Signed.....

Form 8.—Appeal to the Grand Lodge of British Columbia.

To the Grand Lodge of British Columbia,
I. O. O. F.:

The undersigned, a member of.....Lodge,
No....., respectfully appeals to your Grand

CONSTITUTION

Body from the action of said Lodge (state the action from which the appeal is taken and the grounds upon which it rests). Your appellant asks that you will reverse said action or grant such other relief as you may deem the merits of the case demand.

Fraternally

(Signature and residence).....

Form 9.—Notice to Attend as Witness

.....Lodge No....., I.O.O.F.
.....19.....

Brother.....

You are hereby notified to attend as witness before the Committee of Trial on the charge and specifications preferred by..... against..... (state the time and place).
By order of the Noble Grand.

Fraternally,

[Seal] Secretary.

Form 10.—Certificate Accompanying Return of Lodge Under Rule 1, Section IV.

.....Lodge No....., I.O.O.F.
.....19.....

To the Grand Lodge of British Columbia,
I. O. O. F.:

CONSTITUTION

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Enclosed you will receive the return of this Lodge in the matter of the appeal of..... to your Grand Body, required by Rule 1, Section IV., I hereby certify that the same embraces correct copies of all the minutes and papers relating to the case. in my possession, or in possession of the Lodge, and also the original testimony taken at the trial.

Faternally,

[Seal]

.....Secretary.

Form 11.—Notice of Grand Secretary to Lodge Under Rule 3, Section IV.

Grand Lodge of British Columbia, I.O.O.F.:
Office of the Grand Secretary.

.....19.....

To..... Lodge, No....., I.O.O.F.

On the.....day of.....I received from.....an appeal from the action of your Lodge in matter of (state cause of appeal). The papers relating to the appeal not having been transmitted to me within the time specified by law, you are hereby notified to forward the same to me within ten days from the receipt of this notice. Should I not receive them, it will be my unpleasant duty to

proceed under Rule 3, Section IV., of the C. C. C.
Fraternally,

.....Grand Secretary.

**Form 12.—Obligation to Witness to Be
Administered by the Chairman of
the Committee.**

You do sincerely declare upon your honor as an Odd Fellow, that the evidence you shall give in the matter of charge preferred by against..... now pending, shall be the truth, the whole truth, and nothing but the truth. Thus you do affirm.

Sec. 6. Notice of the rejection of Candidates for initiation and of the expulsion or suspension of a member, with the cause thereof, except for non-payment of dues, shall be given by the Secretary forthwith, to the Grand Secretary.

Sec. 7. This Lodge shall have a book, in which shall be entered the names of all persons rejected, suspended or expelled by this or any other Lodge, of which they may have received due notice, with the date and cause of such suspension or expulsion.

ARTICLE VIII.**Funds and Property**

Section 1. The funds and property of this Lodge shall be held exclusively as a Trust Fund to be devoted to no other purpose than the charitable uses of the I. O. O. F., and expenditures legitimately made for Lodge purposes and for the advancement of the interests of the Lodge or the Order. The funds may be invested from time to time, as the Lodge shall direct, but no part thereof, or of the Lodge property, or of proceeds of any sales of such property, shall ever be divided among the members; and in case of a surrender or forfeiture of the Lodge Charter, all the funds and property of the Lodge of whatsoever kind shall be immediately surrendered and delivered up to the Grand Lodge of this jurisdiction, or to its officers or agents properly authorized to receive them.

ARTICLE IX.**Offences**

Section 1. No member of this Lodge shall be concerned in organizing or visiting any illegal, spurious, expelled, extinct or suspended Lodge of Odd Fellows; nor paint on his sign any emblem of the Order, or otherwise ex-

hibit any upon the same, or have any printed or engraved upon his business card, nor expose any in a public place as a sign; no member of this Lodge shall receive or put any motion from the chair of the Noble Grand, unless he be a present or past Noble Grand or Vice Grand.

Sec. 2. This Lodge shall not have a public procesion, unless to attend the funeral of a member, or have any public celebration of any kind, or get up any ball or public amusement in the name of the Order, without permission of the Grand Master or the District Deputy Grand Master of the District, or reinstate an expelled member of this Lodge, without permission of the Grand Master.

ARTICLE X.

Terms and Returns

Section 1. All terms shall commence on the first day of January and July, in each year, and end on the day the succeeding one commences.

Sec. 2. The officers for the term about expiring shall prepare and deliver to the officer who shall install their successors on the form provided by the Grand Lodge for that purpose, the result of the elections, and a regular re-

port of the work of the term, including the names of those initiated, admitted by card, and as an Ancient Odd Fellow; those suspended or expelled, and the cause thereof, and of those reinstated and deceased; the number of degrees conferred; the whole number in membership, and the amount of receipts, accompanied by whatever amount may be due to the Grand Lodge.

Sec. 3. In addition to the above, the officers for the term expiring on the first meeting in January shall annually make to the Grand Lodge on, the form furnished, a full return of the members of the Lodge (except such as are more than one year in arrears or have been expelled) ranked according to the degrees attained, and a statement of the number of members relieved in the past year; the number of widowed families relieved; the number of members buried, the number of sisters buried, the amount of money applied to each of these purposes; the amount paid for the education of orphans; the amount paid for current expenses; the value of the assets of the Lodge, together with the property report required by the Sovereign Grand Lodge. A fine of two dollars per month shall be payable by this Lodge to the Grand Lodge for every

month that may elapse after the close of the terms ending 30th June and 31st December of each year until the returns mentioned in Sections 2 and 3 of this Article are received by the Grand Secretary; and further, should this Lodge or its officers fail to forward the returns and per capita tax due for the term ending 31st December of any year so as to reach the Grand Secretary on the 31st March next following, it shall be debarred from representation at the next ensuing session of the Grand Lodge.

Sec. 4. Should this Lodge fail to make any of its returns, as required by the two preceding sections, for one year, it shall thereby forfeit its charter and become extinct; and it shall be the duty of the Grand Master, or the District Deputy Grand Master, to withhold the A.T.P.W. and semi-annual P.W., until such returns are made, and the amount due to the Grand Lodge paid. And it shall be the duty of the last installed officers to transmit or surrender to the Grand Master or his Deputy, the charter, books, papers, furniture and funds of the Lodge.

ARTICLE XI.

Of Cards

Section 1. Withdraw Cards may be granted

to members who are clear of the books according to law, by a majority vote, by ballot, of the members present when application is made. Should the Lodge refuse to grant the card, the applicant, on tendering a written resignation of membership; and paying all dues, shall be entitled to receive from the Secretary a certificate under the seal of the Lodge to that effect; and such certificate shall be sufficient evidence of good standing at the time of such resignation.

Sec. 2. Visiting Cards may be granted upon application in open Lodge or they may be issued by the Noble Grand and Recording Secretary to members in good standing upon application in writing, but in either case the dues of the applicant must be paid up to the end of the time for which the card is granted, which time shall not exceed one year from the date of the card, and when the time has expired for which the card is granted it shall be returned to the Lodge.

ARTICLE XII.

Interpretation and Amendment

Section 1. When any doubt arises as to the true meaning of any part of these Articles, it shall be determined by the Grand Lodge.

Sec. 2. These Articles, or any part thereof, shall not be altered, amended, suspended or annulled except on motion made in the Grand Lodge, at a regular session, and carried by a three-quarters vote.

ARTICLE XIII.

Of By-laws

Section 1. This Lodge may make, alter or rescind such By-laws, Rules and Resolutions, from time to time, as may be deemed expedient: Provided, that they do not in any wise contravene this Constitution, or the Constitution, By-laws or Regulations of the Grand Lodge of the Province of British Columbia, or of the Sovereign Grand Lodge.

Sec. 2. The By-laws of this Lodge are in force from the time of their approval by the Committee on Laws of Subordinates, subject to the approval of the Grand Lodge; and the manuscript copy of such By-laws, and amendments thereto, shall, before being printed, be transmitted to the Grand Secretary in duplicate, to be submitted to the Committee on Laws of Subordinates, for their approval. One copy shall be retained by the Grand Lodge and the other returned to the Lodge certified as approved or otherwise.

BY-LAWS
OF
Pittitko Lodge, No. 13
I. O. O. F.

ARTICLE I.

Meetings

Sec. 1. The regular meetings of this Lodge, for the transaction of general business, shall be on Tuesday of each week at 7:30 p.m., from October 1st to April 1st, and at 8 o'clock for the remainder of the year. Special meetings may be called by the N.G., either at his discretion, at the written request of five Scarlet members in good standing, or by a vote of the Lodge, and in either case the members must be notified by the Secretary, or by publication in one or more newspapers.

No business shall be transacted at special meetings other than that for which such meetings may be called.

Sec. 2. At all meetings five Scarlet members shall constitute a quorum for the transaction of business.

ARTICLE II.

Duties of the N.G.

Sec. 1. The N.G. shall preside at all meetings, shall preserve order and decorum, and may enforce the same by a fine of not less than one or more than ten dollars, but his decision on all questions shall be subject to appeal. He shall strictly enforce the provisions of the Constitution and By-laws, and see that all officers of the Lodge and members of committees perform their respective duties as enjoined by the usages of the Order, and by the Constitution and By-laws, and enforce all fines and penalties imposed by the Constitution and By-laws, or by a vote of the Lodge; appoint the majority of all committees (if not otherwise directed). On the night of his installation, he shall appoint, subject to the approval of the Lodge, the following Standing Committees, viz.: Finance, Relief and Property Committee. He shall give the casting vote on all questions before the Lodge, except in the election of officers, when he shall be entitled to vote; inspect and announce the result of all balloting or other voting; have charge of the Charter, which he must always have in the Lodge; sign all drafts on

the Treasurer for such sums as may have been ordered by the Lodge, and perform all other duties appertaining to his office. He shall not make or second any motion or resolution, nor take part in any debate while in the chair. Previous to closing the Lodge, he shall ascertain from Secretary the amount of the receipts of the evening, and of the Treasurer if he has received the same.

ARTICLE III.

Duties of the V.G.

Sec. 1. The V.G. shall assist the N.G. in presiding over the Lodge, appoint his own supporters and the minority of all committees on investigation, and have special charge of the door. In the absence of the N.G., he shall preside in his stead, and perform all the duties required by the laws and usages of the Order, and by the Constitution and By-laws.

ARTICLE IV.

Duties of the Recording Secretary

Sec. 1. The Recording Secretary shall keep correct minutes of all proceedings; fill up all certificates granted by the Lodge; write and issue all communications, summonses and notices required; notify all candidates of their election, and attest all drafts of money ordered to be

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paid at a regular meeting. He shall endorse on all petitions for membership the name of the applicant and Committee of Investigation to whom referred, and forthwith hand a copy of the same to the chairman of said committee. He alone shall have, safely keep, and use when ordered, the seal of the Lodge. He shall have the authority to give, without the vote of the Lodge (provided the brother be clear of the books and otherwise qualified), the required certificate to enable a brother to join an Encampment. He shall at the end of the term make out for the Grand Lodge a full report of the work of the Lodge during the term, and shall enter it upon the minutes. He shall enter the name, age, occupation and residence of all candidates upon the minutes, stating whether they joined by initiation, deposit of card, or as Ancient or non-affiliated Odd Fellows. He shall enter a brief statement of the contents of all communications, petitions and memorials upon the records, and shall enter all communications from the Grand Lodge and reports of Finance and Special Committees in full upon the records. He shall perform such other duties as are required of him by the Lodge, and usages of the Order, and shall deliver to his successor all the books, papers and other property appertaining to his office.

ARTICLE V.**Duties of the Financial Secretary**

Sec. 1. The Financial Secretary shall regularly attend each meeting, aid the Recording Secretary in the discharge of his duties, keep just and faithful accounts between the Lodge and its members; receive all moneys due to the Lodge, and pay the same at the close of each meeting to the Treasurer, taking his receipt therefor. He shall, one week before the expiration of each quarter ending 1st April, 1st July, 1st October and 1st January, notify each member who is thirteen weeks in arrears, and in the event of any brother neglecting, or refusing to pay the same when duly notified, he shall report to the Lodge. He shall have ledger, cash and receipt books, keeping the same posted every quarter. He shall keep a list of the members elected to the Degrees, with the date of election and the name of the Degree. He shall fill up all cards, and endorse all cards of visitors, and at the close of the term shall assist the Recording Secretary in making up the regular returns for the Grand Lodge, render an exact account of the state of his books, together with lists of brothers who have ceased to be members, and of those entitled to vote at regular elections of officers, which shall be in the possession of

the N.G., to be examined by him as their names are called.

ARTICLE VI.

Duties of the Treasurer

Sec. 1. The Treasurer shall, at his installation, execute to the Trustees of the Lodge a bond, in the penal sum of five hundred dollars, or such sum as the Lodge shall from time to time require, with an Insurance Company, the premium to be paid by the Lodge, and to be approved by the Lodge, for the faithful performance of his duties. The bond of the Treasurer, when approved, shall be entered in full upon the records. He shall receive all money of the Lodge, and any money over three hundred dollars shall be given to the Trustees to be placed in a Chartered Bank of British Columbia. He shall pay all orders signed by the N.G., voted by the Lodge, and attested by the Recording Secretary under seal of the Lodge. He shall make a report at the first meeting of each month to the Lodge, showing the amount of all receipts and expenditures, and balance on hand. He shall deliver to his successor in office all books, papers, funds and other property belonging to the Lodge.

ARTICLE VII.**Duties of the Junior Past Grand**

Sec. 1. It shall be the duty of the Junior Past Grand to attend and act in the capacity of the P.G. and perform all other duties appertaining to his office.

ARTICLE VIII.**Duties of the Warden**

Sec. 1. The Warden, assisted by the Junior Warden, shall have charge of the regalia and property of the Lodge, and shall report to the Lodge any injury done to the same. He shall place the regalia for the use of the officers and members at the opening of the Lodge, and he shall carefully collect and replace the same. The Warden shall canvass all votes on motions and resolutions. He shall keep a record of all the property belonging to the Lodge, be the messenger of the Lodge during its meetings, and perform such other duties as may be required by the Lodge.

ARTICLE IX.**Duties of Trustees**

Sec. 1. There shall be three Trustees, one to be elected annually at the last meeting of each term, and each shall serve a term of three terms, or eighteen months. It shall be their duty to

draw, from time to time, from the Treasurer (in drafts drawn in regular form) such sums of money as the Lodge shall direct, and place the same at interest in a Chartered Bank at Merritt, B.C., and after the approval of the Lodge take as security a lien on real estate at least double the amount loaned, or such an amount as shall be deemed amply sufficient to secure the debt, or to invest the same in real estate or stocks; to collect the interest regularly, and pay the same to the Lodge; to call in loans, or sell the securities whenever the Lodge may require them to do so. The evidence of every debt shall be deposited in some fireproof safe, and shall be exhibited in open Lodge at the regular meeting next following the election of officers, or when the N.G. or five Scarlet members call for the same. Previous to entering on the discharge of their duties, the Trustees shall give a joint and several bond of one thousand dollars, the same to be secured by an Insurance Company, the premium to be paid by the Lodge, or such sums as shall from time to time be required for the faithful performance of their duties, and this bond shall be entered in full upon the records. Should any orphans, or children of Odd Fellows of this Lodge be left in poverty, without a guardian, it shall be the duty of the Trustees to endeavor to place them in a situation, where

they may procure a livelihood, and at the same time be preserved from vice. They shall from time to time make inquiries into their situation, and report to the Lodge.

Sec. 2. Should the widow of an Odd Fellow be left in indigent circumstances, it shall be the duty of the Trustees to make inquiries into her situation and report to the Lodge what assistance she may need.

Sec. 3. Either or all of the Trustees, for a non-performance of duty, or improper conduct, may be removed from office, if two-thirds of the members present vote in favor of such removal; provided that no removal can take place unless a resolution to that effect shall have been offered, and laid over for one week. When a Trustee is removed, he shall deliver to the N.G. all property in his possession belonging to the Lodge.

ARTICLE X.

Duties of the Visiting Committee

Sec. 1. The Visiting Committee shall consist of the N.G., V.G., Treasurer, Warden, Conductor, R.S. of the N.G., and the R.S. of the V.G., whose duty it shall be to visit all resident Odd Fellows known to be sick; to render such assistance as each may require and law allows; and continue to visit at least once a week until

restored to health. The N.G. shall, if necessary, employ a nurse, to be paid from the funds of the Lodge, and each member to be assessed pro rata for the nursing expenditure. The visiting day of each member of the committee shall be: for the N.G., Sunday; V.G., Monday; Conductor, Tuesday; Warden, Wednesday; Treasurer, Thursday; R.S. of the N.G., Friday, and R.S. of the V.G., Saturday.

Not more than two dollars and fifty cents (\$2.50) per day shall be paid for nurse hire from the funds of the Lodge.

ARTICLE XI.

Duties of the Finance Committee

Sec. 1. The Finance Committee shall consist of three members. It shall be their duty to examine all claims against the Lodge, and all accounts which may be referred to them, and report thereon in writing over their own signatures; also inspect and audit the accounts of the Financial Secretary, Treasurer, Trustees, and all other officers and committees, who may be charged with the receipt or expenditure of the Lodge funds, and report in writing on the same at the first regular meeting in each term, or whenever required by the Lodge.

ARTICLE XII.**Duties of the Property Committee**

Sec. 1.—The Property Committee shall consist of two members and the Warden, whose duty it shall be to see that the Lodge and its ante-chambers are in proper order. They shall make out an inventory at the end of each term of all the property under their charge belonging to the Lodge, estimating the value of the same, showing what was received from their predecessors, and all alterations and additions during the term reported upon, which report shall be referred to the Finance Committee.

ARTICLE XIII.**Reports**

Sec. 1. Reports of Committees shall be made in writing, and signed by the majority thereof.

Sec. 2. It shall be the duty of all Committees on Character to ascertain carefully the age, state of health, profession, habits and character of candidates referred to them, and to make report thereon to the Lodge at the next general meeting.

ARTICLE XIV.**Admission Fees**

Sec. 1. All persons admitted as members of this Lodge shall procure a doctor's certificate of

health, and accompany their application with a deposit of \$5.00, which will apply on their admission fee.

Fees for Initiation:—

Twenty-one to thirty-five years of age, inclusive, \$15.00.

Thirty-six to forty years of age, inclusive, \$15.00, and \$1.00 for each year over thirty-five.

Forty-one to forty-five years of age, inclusive, \$20.00, and \$2.50 for each year over forty.

Forty-six to fifty years of age, inclusive, \$32.50, and \$5.00 for each year over forty-five.

Fifty-one years and over, \$57.70, and \$10.00 for each year over fifty.

For admission by deposit of card, 21 to 35, inclusive, \$5.00; 36 to 40, inclusive, \$6.00; 41 to 45, inclusive, \$8.00; 46 to 50, inclusive, \$10.00; 51 years and over, \$15.00.

For admission by deposit of card as an Ancient Odd Fellow, or a non-affiliated, the same scale of fees as for initiation shall be charged, in accordance with the age of applicant.

Sec. 2. A member of another Lodge of the Order changing his residence from the vicinity of his own Lodge to the vicinity of this Lodge, being desirous of uniting with this Lodge, and

upon so stating in his application for membership, and being duly elected, the Secretary of this Lodge shall so inform the Lodge to which the brother belongs, and, upon receipt of a proper Transfer Certificate, he shall be admitted to membership in this Lodge without charge, but he must first furnish this Lodge, at his own expense, with a satisfactory certificate of health from the physician appointed by this Lodge.

ARTICLE XV.

Dues, Etc.

Sec. 1. Every member shall pay into the General Fund \$3.00 per quarter, which must be paid promptly on or before the last regular meeting of each quarter.

Sec. 2. Whenever any benefit or benefits may become due and payable from any funds of the Lodge, in the course of any one quarter, if the books of the Lodge do not show a sufficient amount to the credit of such fund to meet such benefit, then the Financial Secretary shall forthwith raise in aid of such fund, by an assessment, to be laid in equal proportions upon all members of the Lodge, the amount necessary to meet such benefit or benefits.

Sec. 3. At the end of the term, the Financial Secretary shall set apart 5 per cent. of the

receipts of monthly dues to form a Contingent Fund to be used for the legitimate objects of the Order, the fund not to exceed \$200.00.

ARTICLE XVI.

Degrees

Sec. 1. No degree shall be granted to any member who is in arrears for dues, or against whom there are fines or assessments unpaid or charges undetermined. Five dollars (\$5.00) shall be charged for each Degree. When the ballot is spread, all brothers must vote. If not more than two black balls are deposited, he shall be elected; but if three or more black balls are deposited, the applicant shall be declared rejected, and three months must elapse from the time of his rejection before he can again apply.

ARTICLE XVII.

Membership

Sec. 1. All persons admitted as members must be of industrious habits, possessed of some known and honorable means of support, free from all infirmities which may prevent them from gaining a livelihood for themselves or family, and otherwise qualified in accordance with Article II. of the Constitution. All applications for membership must be accompanied by the recommendation of a member of this Lodge

in good standing, together with not less than two references. Should an applicant be elected and not appear for initiation within thirteen weeks thereafter, having been duly notified, he shall not be admitted, and shall forfeit his deposit, but he may present a new petition, which must take the usual course. No candidate shall be initiated on the same evening of his election without a vote of two-thirds of the members present. Every person, upon being admitted a member of this Lodge, shall sign the Constitution and By-laws, thereby pledging himself to support, maintain and abide by the same, and to pay promptly all demands against him as soon as they shall become due. He shall also inform the Financial Secretary of his place of residence, and should he change it, he shall immediately give notice to the Financial Secretary of such change.

Sec. 2. It shall be the duty of the Investigating Committee, if they consider the candidate a fit and proper person to become a member of this Lodge, to instruct him to procure a Medical Certificate from the Physician appointed by the Lodge, who shall report in writing to the Secretary, and the candidate will pay the cost of such certificate; but should the candidate be black-balled, the amount shall be refunded at the expense of the Lodge.

ARTICLE XVIII.**Ballots and Elections**

Sec. 1. When ballots are taken, the ballot must be placed upon the pedestal, in front and in full view of the N.G., and the members shall advance singly and deposit their ballots, which shall be duly inspected by the V.G. and the N.G., and the result declared to the Lodge.

Sec. 2. At the election for officers, the Warden shall (in conjunction with two tellers appointed by the N.G.) receive the votes cast in the ballot box. A majority of all the ballots cast shall be necessary to elect, and the N.G. shall require all members to vote. They shall canvass all votes and declare the result to the N.G., by whom it shall be announced to the Lodge. If on the second ballot no candidate shall have received a majority of all the ballots cast, a third ballot shall be had between the two highest candidates on the list.

ARTICLE XIX.**Benefits**

Sec. 1. Every brother who is a member of this Lodge of the Degree of Truth, and is not disqualified by the Constitution or these By-laws, if rendered incapable of following his usual or other attainable occupation by sickness

or disability, not proceeding from drunkenness or other immoral conduct on his part, shall receive a benefit during such sickness or disability at the following rates: For the first week, no benefits shall be paid. For the next ten weeks, seven dollars (\$7.00) per week; for the next ten weeks, eight dollars (\$8.00) per week; for the next five weeks, ten dollars (\$10.00) per week; for the next six weeks, seven dollars and fifty cents (\$7.50) per week, and for the following twenty-one weeks, three dollars (\$3.00) per week. Benefits shall not commence more than one week previous to the date of being reported to the Lodge, except the member be absent from town, in which case he must comply with Section (2) of this Article, when benefit shall not commence more than four weeks previous to the date of being reported. Provided always that a brother shall be a member of this Lodge for a period of six months before receiving above benefits, and further provided that only full weeks benefits shall be paid. In all cases where a sick member has received benefits, and by reason of his recovery of his health ceases to be entitled to benefits, if he falls sick again within six months from the date of his ceasing to receive benefits, such sickness shall be considered as a continuation of his previous sickness and he shall be placed in the same position

as when he ceased to receive benefits; but if six months shall have elapsed from the date of his restoration and he falls sick, he shall be entitled to receive full benefits. If a member's sickness or disability be occasioned by any constitutional disease or bodily infirmity which existed at the time of his admission, and which was concealed intentionally from the Lodge, he shall not be entitled to receive any benefit; and further provided that members having come in on unexpired withdrawal cards shall be entitled to sick benefits, commencing with the date of such sickness, at the full rates above specified.

All fines and assessments of any nature shall at the end of each term (June 30th and December 31st, respectively) be charged as dues against the brother, and a member owing more than three months' dues shall not be entitled to any benefits; provided always that each brother shall not have less than seven days' notice that fines and assessments are charged as dues against him.

Sec. 2. To entitle a member taken sick at a point remote from this Lodge to benefits, he must send, or cause to be sent, to the N.G., a true statement of his case, complaint and circumstances, and the cause and origin of his illness, attested by the N.G. of some Lodge near him; but if there be no Lodge near him,

then the same must be stated by the certificate of the physician, a magistrate, or a master of a vessel.

Sec. 3. No member, who may be taken sick whilst out of benefit, shall be entitled to receive benefits by reason of any payment he may make during such sickness or bodily infirmity.

Sec. 4. On the death of a brother entitled to benefits, the sum of seventy-five dollars (\$75.00) shall be appropriated and paid by the N.G. to his relatives or representatives toward defraying his funeral expenses. On the death of the wife of a brother entitled to benefits, he shall receive fifty dollars (\$50.00) to assist him in defraying the funeral expenses. On the death of the widow of a brother who was at the time of his death in good standing, the sum of fifty dollars (\$50.00) shall be appropriated to assist in defraying her funeral expenses, and paid to relatives or representatives, if any, unless otherwise ordered by the Lodge. If, however, in the discretion of the N.G. or acting N.G., the above sums are insufficient to afford a suitable burial, he is hereby authorized to draw upon the Treasurer for such sum as he deems necessary, but not to exceed the sum of one hundred dollars (\$100.00) in the case of the death of a brother, or seventy-five dollars (\$75.00) in the case of the death

of a brother's wife or a brother's widow. If no funeral expenses shall have been incurred by the death of a brother, a brother's wife or a brother's widow, the Lodge may, at its discretion, appropriate a modified sum to be paid as benefits to the relatives or representatives of the deceased.

Sec. 5. If a deceased member or deceased member's widow leaves no relative or representative to take charge of the funeral, it shall be the duty of the N.G. to make arrangements for the interment of the deceased, but in no case shall the sum paid for such expenses exceed the sum provided in these rules.

Sec. 6. This Lodge may, if deemed necessary, engage a physician to visit any sick member, for the purpose of ascertaining the nature, cause, and origin of his sickness, or affliction, and report the same to the Lodge, the physician to be accompanied, if possible, by one of the Visiting Committee. Should he (the sick member) refuse to be examined by the visiting physician, he shall forfeit all claims to benefits for such sickness or affliction, and any member detected imposing, or trying to impose on the funds of the Lodge, shall be fined ten dollars (\$10.00), in addition to the amount he has received by such imposition, if any, the said fine to be

charged to his account, and at the end of the term in which such fines occurred they shall be recorded against him as dues and be governed in all respects by Section 2, Article XXI., of these By-laws.

ARTICLE XX.

Cards

Sec. 1. Withdrawal cards may be granted to members who are clear of the books by a majority vote, by ballot of the members present when the application is made. Should the Lodge refuse to grant the card, the applicant, on tendering a written resignation of membership, shall be entitled to receive from the Secretary a certificate under seal of the Lodge to that effect, and such certificate shall be sufficient evidence of good standing at the time of resignation. The applicant shall pay a fee of two dollars and fifty cents (\$2 50) for the withdrawal card at the time of his application.

Sec. 2. Visiting cards may be granted upon application in open Lodge, or they may be issued by the N.G. and Recording Secretary to members in good standing upon application in writing; but in either case the dues of the applicant must be paid up to the end of the time for which the card is granted, which time shall not exceed one year from the date of the card,

and the applicant shall pay twenty-five cents (\$0.25) for the card.

ARTICLE XXI.

Fines and Penalties

Sec. 1. No member who owes three dollars (\$3.00) for dues shall be entitled to receive the pecuniary benefits of this Lodge.

Sec. 2. Every member who shall neglect, or refuse to pay his arrears to the Lodge for the space of eleven (11) months, shall be notified by the Financial Secretary (if practicable), and if after four (4) weeks his account still remains unsettled, he shall be suspended by the Lodge. All proceedings under this section shall be conducted in conformity with Article VII. of the Constitution.

Sec. 3. Every member of a committee who may fail to perform his duty shall be fined not less than fifty cents (50c) or more than three dollars (\$3.00) for each neglect.

Sec. 4. If any member shall disregard the authority of the N.G. by persisting in using improper language, or shall be guilty of improper conduct either in or out of the Lodge, or shall knowingly propose an unworthy candidate for membership, or shall be guilty of habitual drunkenness, or of any infamous offence against the

laws of the land, or of feigning sickness with a view to abuse the benevolent intentions of the Order, or shall divulge (except to a member of the Order) the proceedings of this or any other Lodge required of him to be kept secret, or the name of any brother who opposed the admission of any candidate, or reveals any of the secrets of the Order, shall be fined, expelled, or suspended at the discretion of the Lodge.

Sec. 5. Every officer who shall be absent at roll-call after opening of the Lodge, at a regular or special meeting, shall be fined as follows: N.G. and other elective officers, one dollar (\$1.00); Warden and other appointed officers, twenty-five cents (25c), unless a reasonable excuse be given.

Sec. 6. Any member residing within a radius of two miles of this Lodge, failing to visit the Lodge at least once in every three months, shall be fined the sum of one dollar (\$1.00) for each three months of absence, the same to be charged at the end of each term as dues.

Sec. 7. Absentees shall render their excuses in open Lodge. Absence from the city, sickness of self or family, attendance on the sick, and on Lodge or official duties, impossibility to attend on account of some unavoidable cause, shall be good excuse for non-attendance; but without

any of these excuses the fines shall be enforced. Any officer or member having been fined may appeal to the Lodge to have his fine remitted, and if the appeal be sustained by two-thirds of all the members present the fine shall be remitted.

ARTICLE XXII.

Funds

Sec. 1. Benefits due, relief granted, or the current expenses of the Lodge may be paid at any regular meeting of the Lodge, by a majority vote of the members present; but the stocks, investments, securities and funds of the Lodge shall not be otherwise disposed of, or transferred, in whole or in part, except by a resolution to that effect, offered at a regular meeting, which shall be acted upon at the second regular meeting from date of notice; and a notice sent to all the resident members of the Lodge, when, if two-thirds of all the members present concur therein, it shall be adopted. All notices of motion to be given in writing to the Recording Secretary.

ARTICLE XXIII.

Miscellaneous

Sec. 1. On the death of a brother of this Lodge, it shall be the duty of the N.G. and other authorized officers to immediately make

preparations for the funeral, and, as soon as possible after the death of a brother is made known, summon every member of the Lodge to attend the funeral by advertising a notice thereof in as many of the newspapers as the exigency of the case will admit, unless otherwise requested by the nearest relatives of the deceased.

Sec. 2. The brothers shall assemble at the Lodge Room, where the roll of members shall be called, and all who are absent shall be subject to fine of fifty cents (50c); sickness or attendance upon the sick, burial of the dead, absence from the city, or attendance as a juror, shall be sufficient excuse to remit the fine, but in no other case shall the fine be remitted, except upon a vote of two-thirds of all the members present.

Sec. 3. Any brother who shall be present and answer to his name at roll call, and afterwards leave the Lodge, or the procession, without the permission of the N.G., shall be fined fifty cents (50c), and it shall be the duty of every brother to report all such cases to the N.G.

Sec. 4. No part of these By-laws shall be repealed, amended, suspended, altered, or annulled, unless a proposition in writing be made at least two regular meetings previous to the

time of its being acted upon, when, if two-thirds of all the members present vote in favor of such proposition, it shall be adopted.

Sec. 5. The By-laws and Rules of Order shall take effect from the time of their approval by the Committee on Laws of Subordinates, subject to the approval of the Grand Lodge, and at that time all By-laws in force prior to the date thereof shall stand repealed, and all resolutions, or Rules of Order that conflict with these By-laws or Resolutions, and Rules of Order, except attached thereto, shall be rescinded.

Approved 2nd May, 1913.

FRED. DAVEY,
T. C. DUBBELL,
F. FORNERI,

Committee on Laws of Subordinates.



ORDER OF BUSINESS

1. Opening.
2. Roll Call of Officers.
3. Presentations of Cards of Visitors.
4. Reading of Minutes of Last Session.
5. Report of Investigation Committee.
6. Balloting for Membership.
7. Initiation.
8. Applications and Balloting for Degrees.
9. Propositions for Membership.
10. Reports of Standing Committees and Officers.
11. Reports of Special Committees.
12. Communications.
13. Unfinished Business.
14. Reading of Bills.
15. Report of Finance Committee.
16. New Business.
17. Good of the Order.
18. Receipts of the Evening.
19. Closing.

RULES OF ORDER
OF
Pittitko Lodge, No. 13
I. O. O. F.

Rule 1. When the N.G. takes the chair, the officers and brothers shall take their respective stations, and at the sound of the gavel there shall be general silence, and if there be a Chaplain, then join with him in prayer.

Rule 2. The N.G. shall preserve order and decorum, and pronounce the decisions of the Lodge on all subjects; he shall decide questions of order without debate, subject to an appeal to the Lodge by any brother, on which appeal no brother shall speak but once, when the question before the Lodge shall be: "Shall the decision of the N.G. stand as the judgment of the Lodge?" which question shall be taken by the V.G. All motions must be put from the N.G.'s chair.

Rule 3. No question shall be stated unless moved and seconded, nor be open for considera-

tion until stated by the N.G.; and when a question is before the Lodge, no motion shall be received unless (1) to lay on the table, (2) the previous question, (3) to postpone to a particular time, (4) to postpone indefinitely, (5) to re-commit, (6) to refer, (7) to amend; and they shall have preference in the order in which they are here arranged; the first two shall be decided without debate.

Rule 4. No motion shall be made by one brother while another is speaking, and no motion shall be made or seconded without rising and addressing the N.G.

Rule 5. Any brother making a motion shall reduce the same to writing at the request of the N.G. or any brother, in which case it shall not be before the Lodge until it be so written, and read from the Secretary's desk.

Rule 6. No resolution shall be offered to the Lodge except in writing, and signed by the brother offering the same.

Rule 7. No brother shall be interrupted while speaking, except it be to call him to order, or for the purpose of explanation.

Rule 8. If a brother while speaking be called to order, he shall, at the request of the N.G.,

RULES OF ORDER

take his seat until the question of order is determined, when, if permitted, he may proceed again.

Rule 9. No brother shall speak without rising in his place, respectfully addressing the N.G. by his title, and having his name announced by the chair. Brothers shall confine themselves to the question under debate, and avoid all personalities and indecorous or sarcastic language.

Rule 10. If two or more brothers rise to speak at the same time, the N.G. shall decide which is entitled to the floor; and no brother shall speak more than once on the same subject or question until all who wish to speak may have had an opportunity to do so, nor more than twice without permission from the N.G. Each brother, while speaking, shall designate the brother spoken of by his proper rank or title, according to his standing in the Order.

Rule 11. When a blank is to be filled, the question shall be first taken on the highest sum or number and on the longest time proposed.

Rule 12. Any brother may call for a division of a question when the sense will admit of it. And any five brothers calling for the yeas and nays, they shall be ordered by the N.G. and recorded upon the minutes.

Rule 13. Before putting the question, the N.G. shall ask: "Is the Lodge ready for the question?" If no brother rise to speak, he shall rise and put it, and after he has risen and put the question no brother shall be permitted to speak upon it. While the N.G. is addressing the Lodge or putting the question, silence shall be observed in the Lodge Room.

Rule 14. After any question, except one for indefinite postponement, has been decided, any two brothers who voted in the majority may at the same time, or at the next regular meeting, move for a reconsideration thereof; but no discussion of the main question shall be allowed unless reconsidered.

Rule 15. When a brother has been called to order for the manifestation of temper or improper feeling, he shall not be allowed to speak again at that meeting, unless by special permission of the Lodge.

Rule 16. No brother shall vote on any question in which he is immediately interested.

Rule 17. Every brother present shall vote, unless for special reasons, except in the case specified in the preceding rule, and provided this rule does not interfere with the provisions of the By-laws regarding new members, etc.

Rule 18. In speaking on points of order, the N.G. shall have precedence; but he cannot speak on any other subject, except to state facts within his own knowledge, without previously vacating his chair and filling it with a qualified brother.

Rule 19. No brother shall retire without leave of the N.G., and during the opening, closing, initiation, recess or taking the yeas and nays, the doors shall be kept closed.

Rule 20. On the call of three members for the previous question, the N.G. shall put the question in this form: "Shall the main question be now put?" If the motion is carried, the vote shall first be upon all pending amendments, after which upon the main question. If decided in the negative, the question shall lay over until the next regular meeting.

Rule 21. Any brother may excuse himself from serving on a committee, if at the time of appointment he is the member of two other committees. No brother can be appointed on a committee when absent from the Lodge.

Rule 22. The first brother named on a committee shall act as chairman until another is chosen by the committee. The mover of a resolution referred to a special committee is usually the first named thereon.

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Rule 23. No committee can be finally discharged until all the debts contracted by it shall have been paid.

Rule 24. A motion to close shall always be in order after the regular business has been gone through, which motion shall be decided without debate.

Rule 25. These Rules of Order may be altered or amended after one week's notice in writing has been given, specifying the proposed alteration or amendment; but any of them, or any clause thereof, may be suspended for the time being by a vote of two-thirds of the members present.

